

## **Minutes of the Suffield Permanent Building Commission**

Thursday February 20, 2014

### **PBC Members Present**

Joe Sangiovanni, Chairman  
Cathie Ellithorpe, member  
Kevin Goff, member

### **Also Present**

John Cloonan, Director of Public Works  
Ted Flanders, Building Official  
Jack Muska, Consultant  
Mel Chafetz, Library Commission

### **Call to order**

- The meeting was called to order at 7:00 pm. The original meeting date of February 13<sup>th</sup> was postponed because of snow.

### **Public Comment**

- None

### **Correspondence**

- None

### **Approval of Minutes**

- Mr. Goff made a motion to approve the minutes of January 9<sup>th</sup> , January 16<sup>th</sup> , and January 30<sup>th</sup> . Ms. Ellithorpe seconded, motion approved unanimously.

### **Town Hall Renovation Project**

- Ms. Cahill from Fletcher Thompson Architects sent an email to say that the MEP plans are wrapping up. She has all final room assignments. She still needs final hardware choices from Ingersoll. Ms. Cahill would also like a copy of all boilerplates used.
- Ms. Ellithorpe suggested that the PBC get a written completion date from Fletcher Thompson.
- Mr. Cloonan will ask Ms. Cahill if she can have everything done by March 20<sup>th</sup>.
- Chairman Sangiovanni recommended combining the hazmat abatement with the general contract.

### **Kent Memorial Library ADA Entrance Project**

- Chairman Sangiovanni explained that the parking sketch drawn by Tecton Associates is too close to the monument on the south lawn. Parking spaces on Bank Lane with added sidewalks will support the pedestrian friendly goals of the Town Center District.
- Mr. Flanders explained that the rule of thumb for parking spaces is ½ the largest capacity room, in this case KML should have about 40 spaces.
- Town Engineer Turbet will be asked about requirements for adding speed bumps on roadways.
- Mr. Cloonan has let Marco Tomassini from Tecton Associates know that the PBC would like attractive, concrete bollards put in front of the new entrance to prevent accidents.

### **Kent Memorial Library HVAC Upgrade**

- John Ireland from Silver Petrucelli and Associates has indicated that his plans are complete and it is ready to be put out to bid.
- The Historic District will vote on the window glazing at their March 3<sup>rd</sup> meeting.

- Chairman Sangiovanni presented his results of the transmissivity tests of the windows. The proposed windows have a 76% reading which means there is slightly less light transmission than the 88% reading on the existing windows. There is no green cast.
- Chairman Sangiovanni would like more detail from Silver Petrucelli and Associates on the door units and window frames.
- The Town Center Village District Design Review Board has approved the new windows, doors and transformer.

### **High School Fire Pump Project**

- Mr. Muska reported that Milton Beebe & Sons is working hard at the site. All the piping is out. Wolverine will be doing a pressure test on the 6" line to the Vo-Ag building. He will remind Beebe to inspect the impeller.
- The PIV valve is no good. The fittings are encased in concrete. Beebe will need to submit a change order.
- The pump will be back online before March 21<sup>st</sup>. A change order will be needed for the electrical system; it is backward and needs to be rewired.
- There was some discussion on the new fee schedule for Mark Welch of Oakpark Associates and Jay Kurtz of Kohler-Ronan.
- Mr. Flanders noted that Sandra Rubino of Haynes Construction is still working towards getting a Certificate of Occupancy. She has been in touch with both the Zoning Department and the Fire Marshal.
- Mr. Cloonan noted that the Town will now take over payment of the electrical bill at the site.

### **High School Agri-Science Large Animal Facility Project**

- Mr. Cloonan and Chairman Sangiovanni inspected the repair work done by Haynes Construction on the floor cracks. The filler material is not level with the floor and not smooth. The workmanship is poor and is not acceptable.
- The leaf collectors/interceptors are installed. There are eight, stainless steel units in place.
- The CECO roof report has been received but it is less detailed than hoped for. It did show pictures of a makeshift boot and a cricket going the wrong way.
- Attorney Kaplan would like to see the CECO roof inspection report. Attorney Alfano will forward it on the bonding company.
- Ms. Rubino knows she needs Mark Welch's and Mr. Flanders approvals before she does any repairs.
- The infrared report suggests there is water under the roof between the deck and the insulation. The panels are closed cell urethane foam and have very low absorption rates.

### **Executive Session:**

- Chairman Sangiovanni dispensed with the executive session.

### **Invoices**

- Chairman Sangiovanni made a motion to approve for payment **CL&P** bill for \$162.06 for electric service at the high school firepump site. Ms. Ellithorpe seconded, all in favor, motion approved unanimously.
- Mr. Goff made a motion to approve for payment **Milton Beebe** bill for \$2,181.47 to reimburse them for their payment to CL&P for power shutdown for fire pump work. Ms. Ellithorpe seconded, all in favor, motion approved unanimously.

- Invoice from **Silver Petrucelli** for \$200 for 25% bid phase of the Middle School roof was tabled for clarification.
- Mr. Goff made a motion to approve for payment invoice # 14-229 from **Silver Petrucelli** for \$2,850.00 for the final 5% of construction documents for the Kent Memorial Library upgrade project. Mr. Sangiovanni seconded, all in favor, motion approved unanimously.
- Ms. Ellithorpe made a motion to approve for payment invoice #1407-01 from **Oak Park Architects** for \$4,312.50 for corrective services to the firepump house. Mr. Goff seconded, all in favor, motion approved unanimously.
- Ms. Ellithorpe made a motion to approve for payment two **OakPark Architect** bills for \$2,100.00 and \$125.00 for architectural services at the firepump house and one bill for \$3,800.00 for architectural services at the Large Animal Facility. Mr. Goff seconded, all in favor, motion approved unanimously.
- Invoice #0021234 from **Fletcher Thompson** for \$27,278.69 for design work at the Town Hall was tabled until construction documents are complete.
- Invoice #109406 from **TRC** for \$1,602.00 for PCB work at the Kent Memorial Library was tabled for clarification.
- Mr. Goff made a motion to approve for payment invoice #2901110 from **Red Hawk** for \$393.00 for alarm service at the Large Animal Facility. Ms. Ellithorpe seconded, all in favor, motion approved unanimously.

#### Other business

- The next meeting of the PBC will be March 6, 2014.

#### Adjourn

- There was a motion made and seconded to adjourn at 9:20 pm.

Submitted by  
Linda Zaffetti

Joseph J. Sangiovanni, Chairman

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Chairman Signature